Draft 31 OCT 2001

Civil Air Patrol Corporation

	Equipment	
	03-07	08-14
	Yellow	**Red**

	Infrastructure	
	03-07	08-14
	Green	**Green**

PECs 91223F

Roadmap Monitor: SMSgt Case/XPRP

DSN: 493-4159   roy.case@maxwell.af.

As of Exercise: FY02 PB and FY03 APOM

	Facilities	
	03-07	08-14
	Green	**Green**

	People	
	03-07	08-14
	Green	**Green**

Originating Requirements:
10 USC 9441-9447, AFI 10-2701, AFPD 10-27

Strategy:

AETC Goal 1.1 – Recruit quality personnel to meet Air Force mission requirements as the Air Force Auxiliary
AETC Goal 2.3 – Improve effectiveness and efficiency of training

Mission:

- Funds congressionally mandated emergency services, aerospace education, and
  Cadet programs
- Provides emergency communications and assistance for Homeland Security and Disaster Relief
- Conducts over 85 percent of civilian air search and rescue missions tasked by Air Force
  Rescue Coordination Center
- Provides citizenship training through the Civil Air Patrol cadet programs – for youth in 6th grade
  Through age 20; includes focus on inner city and at-risk youth
- Provides aerospace educational materials and workshops for thousands of teachers throughout
  The nation
- Executes counter drug program through OSD funding

Deficiency Description (priority order)

1. $1.083M additional aircraft funding required for replacement of aging aircraft fleet. Disconnect from increased sustained cost for 20 aircraft per year requirement.

APPN	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
3010		0.943	0.990	1.057	1.133	1.212	4.276	4.425

2. Additional funding required for replacement of aging vehicle fleet. Disconnect from increased sustained cost for 65 vehicles per year requirement. Cost increased from $12K to present $23K.

APPN	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
3080		0.703	0.685	0.731	0.780	0.827	1.755	1.755

3. $4M annual requirement for anticipated Homeland Security Mission. 28,000 flying hours plus administration. Beginning FY03 (125) TAC-Video Airborne systems. Portable systems based nationwide on expected tasking. Recurring requirement of 25 systems pre year, five-year replacement cycle.

APPN	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
3400	2.914	4.186	4.276	4.367	4.487	4.608	4.702	4.741

4. $3M annual counter drug mission funding, a deficiency funded through OSD channels, not OAC 64

APPN	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
3400	3.120	3.280	3.365	3.451	3.569	3.683	3.766	3.898

5. $46M required for National Telecommunications & Information Administration (NTIA) replacement of all federal Land Mobile Radio Systems (530 repeaters & 2780 base stations)—FY03-FY06 each year: VHF FM Handheld 1,154; VHF FM mobiles 1,223; VHF FM Base stations 695; VHF FM repeaters 113; VHF FM Tac repeaters 26. Replacements FY07 and out

APPN	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
3080		3.660	3.660	3.660	3.660	1.600	1.600	1.600
3400		5.186	5.186	5.186	5.186	2.244	2.244	2.244

Attachment 4-1 to agenda item 3

Plans:

1. Purchase new aircraft in installments to replace high age aircraft. Submit in FY04 POM
2. Purchase new vehicles in installments to replace high age vehicles. Submit in FY04 POM
3. Fund flying hours and TAC video systems for Homeland Security Mission, Submit in FY02, BERs, EOY, FY03 Fin Plan, BERs, EOY, and FY04 POM.
4. Fund counter drug mission requirements. FY03 Fin Plan
5. Replace Land Mobile Radios to comply with National Telecommunications & Information Administration. Submit in FY02 BERs, EOY, FY03 Fin Plan, BERs, EOY, and FY04 POM.

Capability Assessment:

Equipment:

03-07 -- YELLOW due to shortfalls in communication equipment replacement. In order to keep up with Federal Mandates need to purchase new narrow-band equipment
08-14 -- RED without new narrow-band equipment Homeland Security communication mission canceled.

Program Description(s):

− Funds congressionally mandated emergency services, aerospace education, counter drug,and cadet programs

− Provides citizenship training through the Civil Air Patrol cadet programs – for youth in 6th grade through age 20; includes focus on inner city and at-risk youth

− Conducts over 85 percent of civilian air search and rescue missions tasked by Air Force Rescue Coordination Center

− Provides emergency communications and assistance for Disaster Relief and Homeland Security

− Provides aerospace educational materials and workshops for thousands of teachers throughout the nation

Funding Description: ($M)

PEC	APPN	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
91223F	10	2.629	2.657	2.736	2.799	2.858	2.919		
91223F	16	0.785	0.792	0.810	0.829	0.845	0.863		
91223F	30	18.303	19.629	20.360	20.463	21.181	21.28		
	Total	21.717	23.078	23.906	24.091	24.884	25.062		

SourceFY02 PB and FY03 APOM

Additional Funding Required: ($M)

PEC	APPN	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
91223F	3010		0.943	0.990	1.057	1.133	1.212	4.276	4.425
91223F	3080		4.363	4.345	4.391	4.440	2.427	3.355	3.355
91223F	3400	2.914	9.372	9.462	9.553	9.654	6.852	6.946	6.985
TOTAL	ALL		14.678	14.797	15.001	15.227	10.491	14.577	14.765

Impact:

1. Aging aircraft fleet with accelerating maintenance cost. Sustained cost increase has reduced procurement programs As aircraft ages the maintenance cost increases, safety becomes an issue.

2. Sustained cost increases have reduced the number of vehicles purchased. Aging vehicle fleet degrades safety and transportation for the Cadet program. Failure to provide these vehicles will increase average vehicle fleet age well over AF 8 year standard.

3. CAP will not be able to perform anticipated Air Force directed Homeland Security missions of aerial reconnaissance of airports, cities, water systems, power plants, ports and special events.

4. CAP's counter drug efforts severely degraded and most canceled. Only 12,400 hours available for 30,000 hour tasking

5. CAP's communication system unusable after FY06...failing to comply with NTIA. Communications missions cancelled.

Attachment 4-2 to agenda item 3

CAP Regulations for Ratification - November 2001 NEC

Number	Date	Title	Tab
Printing and Distribution Pending			
R10-3	04-Nov-01	Administrative Authorizations	1
R35-5	04-Nov-01	CAP Officer and Noncommissioned Officer Appointments and Promotions	2
R35-9	04-Nov-01	Board of Governor and Wing Commander Selection Procedures	3
R60-1	04-Nov-01	CAP Flight Management	4
R70-1	04-Nov-01	CAP Acquisition Regulation Introduction	5
R77-1	04-Nov-01	Operation and Maintenance of Civil Air Patrol Owned Vehicles	6
Printed and Distributed			
R10-2 Chg 1	20-Jun-01	Files Maintenance and Records Disposition (Change 1 Only)	7
R60-3	10-May-01	CAP Emergency Services Training and Operational Missions	8
R60-4 Vol I Part I	10-May-01	CAP Emergency Services Mission Forms	9
R60-4 Vol I Part II	10-May-01	CAP Emergency Services Mission Forms – Incident Command System (ICS)	10
R60-4 Vol II	10-May-01	CAP Emergency Services Training Forms	11
R60-5	10-May-01	Critical Incident Stress Management	12
R123-2 Chg 1	20-Jun-01	Complaints (Change 1 Only)	13
R265-1	15-May-01	The Civil Air Patrol Chaplain Service	14

NHQ CAP POC: John Sanderson, 334-953-2266, DSN 493, jsanderson@capnhq.gov

Attachment 5-1 to agenda item 8

Communications

31 December 2001 Question

§Malcolm Kyser, NHQ/DOK
§Lt Col Moe Thomas, CAP Special Advisor for Comm
§Lt Col David Crawford, CAP Ops Committee Comm Rep

Background

- Narrowband mandate (1994)
  - Implications study (mid 90's)
  - Comm strategy, funding, legal status of directives
- Communications Strategic Plan
  - NEC, November 1998
  - Program Milestones, a.k.a. "Sunset Dates"
    - FM Wideband compliance
    - FM Narrowband compliance
    - HF Compliance

The Cincinnati Decision

- Suspend 2001 Sunset Date
  - Wideband FM
  - With a caveat
- Two versions of the caveat
  - "...within our purview..."
  - "...a date we set..."
- Question unanswered

Attachment 6-1 to agenda item 11, item 1

Current situation

- Transition in Strategy
  - Member-owned heritage
  - Corporate-owned future
- Requirements assessment
  - TA tasking in SOW
  - Some work already accomplished
- Perception vs.. Reality
  - What we have vs.. What we'll lose
  - What we have vs.. What we require

Program Indicators

- Establishing Mission Requirements
  - Emergency Services Resource Reporting
    - Number of each type of ES resource
  - '98 Communications Survey
    - Established equipment requirements baseline
    - Comm Strategic Plan
    - AF Funding requests (e.g., POM)
  - Field H-1 reporting
  - Communications Equipment Management System (CEMS)

Program Indicators

- Current Program Data
  - Ground assets
  - Air assets
- Conclusion
  - Ground Probably Okay
  - Air has problems

Attachment 6-2 to agenda item 11, item 1

Options

1. Leave sunset date as is
2. Disregard some receiver specs in aircraft
3. Disregard some receiver specs; ground/air
4. Let Cincinnati decision stand

Options

1. Leave Strat Plan Milestones in place (Sunset date remains)
   - Pro. Legal
   - Pro. Maintains CAP Reputation
   - Pro. Maintains program momentum
   - Con. Perceived mission Impact
   - Con. Membership Impact

Options

2. Disregard some receiver specs in aircraft
   - Pro. Abates much perceived mission Impact
   - Con. Not completely legal
   - Con. Could damage reputation
   - Con. Could impact program direction
   - Con. Vulnerable to enforcement

Options

3. Disregard some receiver specs; air/ground
   - Pro. Abates most perceived mission impact
   - Pro. Abates most membership impact
   - Con. Not legal
   - Con. Could damage reputation
   - Con. Likely impact program direction
   - Con. Vulnerable to enforcement

Options

4. Let Cincinnati decision stand
   - Pro. Abates all perceived mission impact
   - Pro. Abates all membership impact
   - Con. Not legal
   - Con. Likely damage to reputation
   - Con. Likely damage prg direction
   - Con. Could impact AF funding
   - Con. Leaves us vulnerable to AF enforcement

1. Leave sunset date as is
   - Pro. Legal
   - Pro. Maintains CAP Reputation
   - Pro. Maintains program momentum
   - Con. Perceived mission impact
   - Con. Membership Impact

2. Disregard some aircraft receiver specs
   - Pro. Abates much perceived mission impact
   - Con. Not completely legal
   - Con. Could damage reputation
   - Con. Could impact program direction
   - Con. Vulnerable to enforcement

3. Disregard some receiver specs: ground/air
   - Pro. Abates most perceived mission impact
   - Pro. Abates most membership impact
   - Con. Not legal
   - Con. Could damage reputation
   - Con. Likely impact program direction
   - Con. Vulnerable to enforcement

4. Let Cincinnati decision stand
   - Pro. Abates all perceived mission impact
   - Pro. Abates all membership impact
   - Con. Not legal
   - Con. Likely damage reputation
   - Con. Likely damage prg direction
   - Con. Could impact AF funding
   - Con. Leaves us vulnerable to AF enforcement

Attachment 6-4 to agenda item 11, item 1

Recommendation

- Radios in service prior to today
- Manufactured for the band
- Meeting all NTIA transmitter specs
- Meeting all receiver specs except may be 5db outside specs on receiver selectivity
- Allowed to continue operation until 31 December 2003 or until replaced

November 2001 NEC

CONSENT Agenda Item XX LGT-##-####	**Action**

SUBJECT: Changes to CAPR 77-1
PCR/CC – Col Groshong

INFORMATION BACKGROUND

Achieving the Civil Air Patrol's three primary missions requires that units have access to corporate vehicles. It is well documented that successful CAP units are only able to accomplish their missions when their volunteer membership is supported by reliable, serviceable equipment.

The monthly reporting of CAP-owned vehicles has become unnecessarily cumbersome and a genuine burden for CAP volunteers. As a result CAP HQ may not be receiving accurate and timely vehicle usage reports. A more user-friendly method needs to be developed that will accurately report corporate vehicle usage and justify the future acquisition of new vehicles.

One outcome of the recent terrorist attacks will be greater demand on our vehicle fleet. The physical process of traveling by air will become much more burdensome, require considerably more (unproductive) time, and come at much greater expense.

PROPOSED NEC ACTION:

Add the following sections to CAPR 77-1

1. CAP-Owned Vehicle Reporting:

Amend/replace paragraph 3, attachment 2, and CAPF 74, to reflect the following: Mileage and general vehicle condition will be reported twice each year. S-2 reports are due at CAP/LG by 15 November and 15 May for the previous six months. An electronic form, for vehicle justification and reporting, will be developed by CAP/LG. A copy of each Wing's report will be forwarded to the applicable Region HQ.

2. General Guidelines for Acquisition and Justification of CAP-owned Vehicles

A. Because it is expected the demand will exceed the supply, the Wing commander will prioritize the assignment of CAP vehicles to qualified units within his/her Wing.

B. Beginning 1 January 2002 vehicles will be assigned to units based on Table 1.

Attachment 7-1 to agenda item 12, item 4

TABLE 1

Operational Units	Vehicular Type and Number	Rationale
Region HQ	Two 7-pox vans. Additional vehicles – full-size and mini-vans, sedans, pickups, or 4-wheel drive SUVs – may be assigned, depending upon geographic size and membership of region.	Visit subordinate units; provide transportation for training/inspections, encampments, conferences and the like. Serve as a resource to subordinate units in times of unusual need.
Wing HQ	One 12-pax van, one 7 pax van, and one standard/crew cab pickup. Additional vans, special purpose vehicles (ES mission support, communications, aircraft support, etc.) may be assigned.	Visit subordinate units; provide transportation for unit outreach/inspections, encampments, conferences and the like. Serve as a resource to subordinate units in times of unusual need.
Group HQ	One 12 pax or 7-pax van, one 4-wheel drive SUV or standard/crew cab pickup.	Similar to above on a less extensive basis.
Composite Squadrons	One 12pax van for each 25 cadets in the unit. One 7-pax van, one 4-wheel drive SUV.	Support active ES/training missions, Cadet fund-raisers, promote inter-unit activities, Encampments, Aerospace, activities, conferences
Senior Squadrons	One 12 pax or 7-pax van, one 4-wheel drive SUV or standard pickup/crew cab. Additional mission support vehicles may be assigned.	As above plus support of, Senior activities and additional authorized missions.
Cadet Squadrons	One 12-pax van for each 25 cadets.	Same as Composite Squadrons.

GC Comments:

1. By Memorandum to All CAP Units dated 30 March 2000, CAP-USAF/LG which was then OPR for CAPR 77-1 CAPF 74, Sep 93 was superceded by CAPF 73, Mar 00. There is no CAPF 74 in the current CAPR 0-9.

2. If the S-2 report is to be changed to twice each year, CAPR 67-1, paragraph 5-2.a. also needs to be changed.

3. There are three issues associated with TABLE 1.

    a. The specification for Composite Squadrons and Cadet Squadrons of "One 12-pax van for each 25 cadets" is ambiguous. Does it mean a squadron with 24 cadets is not authorized a 12-pax van or does it mean a squadron with 1 cadet is authorized a 12-pax van?

    b. The application of the table will establish a minimum total number of vehicles required by CAP. However, the Statement of Work establishes a requirement that:

> **5.2.1. Vehicle Requirements.** CAP shall develop vehicle fleet requirement standards to substantiate acquisition, assignment, use, and disposal of vehicles to support Air Force-assigned missions. Requirement standards shall include factors such as unit size, unit mission, response time, and the unit's area of operation to substantiate the number and type of vehicles required. CAP shall establish a vehicle control program, whereby each unit authorized assigned vehicles designates a vehicle control point of contact. The Air Force will assist CAP in this process. CAP will develop these requirements by 1 February 2001.

> **5.2.2. Vehicle Utilization Rate.** CAP shall establish a vehicle utilization rate in support of Air Force-assigned missions. Beginning in FY 02 and biennially thereafter, CAP shall perform an analysis of the size of its vehicle fleet using requirement standards established in section 5.2.1. and adjust the disposition of its vehicle fleet accordingly.

It is unclear how this requirement standard takes into account or rejects the factors of unit mission, response time, and the unit's area of operation, nor how it takes into effect vehicle utilization rates in support of Air Force assigned missions to distribute the vehicles.

    c. There is no demonstrated validity to the hypothesis that demand for vehicles will exceed the supply. However, if the hypothesis is accepted, there is no mechanism stated for prioritizing the assignment of CAP vehicles to regions and wings. Following the logic of the proposed action, there should be a statement to the effect that "the

National Commander will prioritize the assignment of CAP vehicles to the regions and the region commander will prioritize the assignment of CAP vehicles to the wings within his/her region.

4. The proposal fails to address special needs, such as CAP vehicles purchased by individual units or donated to individual units and the effect on the total number of authorized vehicles. For example, if a squadron receives a donated vehicle should it have to return one of its assigned vehicles for redistribution by the Wing Commander? Should there be a provision for a squadron, group, wing or region to be able to petition for additional vehicles based on a written justification of needs in excess of those listed in the "Rationale" column?

CAP-USAF and CAP/LG Response to Agenda Item XX, LGT, Changes to CAPR 77-1

CAP is required by the SOW to perform an analysis of the vehicle fleet biennially. To perform a useful analysis to determine CAP vehicle requirements, data other than just mileage is needed and more often than twice a year. The current data collected, provides a through database of information to perform a viable and useful analysis of the vehicle fleet to justify the vehicle requirement and POM submission. .

AGENDA ITEM -	MS	Action

SUBJECT: Access Permissions to Corporate Data
NER/CC – Col Greenhut

INFORMATION BACKGROUND:

As we move to online business practices (transactions, reporting, analysis, etc) we are evolving and hopefully improving our processes. More and more data, some of which is sensitive, will reside in a central database. We must make sure policies and procedures exist to properly and effectively protect this data.

We currently have in place an e-services access point on the NHQ web site that is coupled to a permissions system designed to provide an important piece of the security blanket that protects our data. The system was designed to protect access to corporate data, while at the same time, providing flexibility to insure people can get to the data they need to do their job. Various people, in several ways, can apply the business rules used to grant permissions to individual or groups. It is this very flexibility that could present concerns about "how secure is our data" or "who can really see what." Without some pre-established policies or guidelines, security could end up less effective than desired, or could become bogged down in an administrative quagmire that thwarts effective mission and business processes.

The purpose of this agenda item is to provide some basic guidelines to cover the granting of permission for accessing corporation data through the NHQ and similar unit web sites.

PROPOSED NEC ACTION:

The NEC approve a basic set of guidelines for NHQ and Web Security Administrators (WSA) to apply in granting access to corporate data through the NHQ (and applicable unit) web sites.

Note: Due to the late timing of this issue being identified, NHQ/MS will provide a recommend list of guidelines at a later date, but in time for consideration by members prior to the Nov meeting.

ESTIMATED FUNDING IMPACT:

None.

REGULATIONS AND FORMS AFFECTED:

To be determined.

CAP NATIONAL HEADQUARTER'S COMMENTS

To be provided.

COMMITTEE RECOMMENDATION:

To be presented at a later date prior to the NEC meeting.

Attachment 8-1 to agenda item 12, item 10

Proposed CAP permissions policies for CAP data/information from the NHQ database
(NHQ/Mission Support)

Enterprise data maintained in the NHQ database and in any lower echelons systems requires varied level of protection. Some fields of data may be appropriate to release to the general public and while others require limited access based on a need-to-know basis. The list below is a proposed set of policy/guidelines to consider as we move toward electronic availability of data and information.

- For NHQ database access, the primary method to restrict data access will include use of the "e-services" log-in process. Features of the NHQ system include:
    - o The process restricts entry to those members and corporation authorized visitors/associates that have an ID and password issued through the NHQ database. (This "can" include anyone that needs access to any one or more data-fields in our database.)
    - o A member is restricted to basic people, organization, and resource information in their own unit or subordinate units in their chain.
    - o SSAN, day of birth, phone numbers, and street addresses are currently not included in the basic information. This is to protect people's privacy, protect people against identity theft, and minimize corporate risk.
    - o The system will soon permit the member to indicate address and contact information release preference. At the very least, this information will be released in the restricted mode for recall rosters, FRO lists, etc. The member will have the option to allow release of this information to non-specific other members.
    - o Restricted access – both in terms of read or data manipulation - can be given individually to those people designated by the unit commander as having a need-to-know. (Examples include, people assigned data input, MSA, and data validation duties; and those working national, regional, or wing encampments)
    - o Restricted access is not an all-or-nothing matter. Restricted access can be given for any field(s) of data and for any level(s) of organizational structure as needed.
    - o The system assumes all individuals will protect system passwords. Procedures are available in the system to help monitor for any negligence or abuse that may arise.
    - o Administration of e-services permissions includes a cadre of "Web Security Administrators" (WSAs). Every unit should have a WSA assigned by the unit commander. This individual helps people with initial e-services sign-in and also provides restricted data access to those individuals designated by the commander. WSA's have cascading setup ability for WSAs at lower echelons based in unit commander direction.

- The enterprise system will allow field systems to link directly with the NHQ central database for both up and down link of data. Field systems should require the same data protection as the NHQ system. Current systems should have one year to comply with the approved policies.

Attachment 8-2 to agenda item 12, item 10